

Regular Board Meeting Minutes
Cache Valley Transit District
Wednesday, April 27, 2016
5:45 pm
Bridgerland Applied Technology College
1301 North 600 West, Logan, Utah
Room 840

Present: Alma Leonhardt, Rodger Pond, Joy Reyes, Holly Broome-Hyer, Norman Larsen, Patricia Cronin, Tom Hogan, Roger Jones, Jeannie Simmonds, Sue Sorenson, Sallie Petersen, Ron Hornsby, Glen Schmidt, Ron Natali, Heidi Harper, and Erik Ashcroft

Excused: Doug Thompson, Craig Wright, and Shaun Bushman

Others: Todd Beutler, Nathan Coats, and Kari Thomas

Regular Meeting Agenda

1. *Call to order:* Vice Chair Roger Jones.
2. *Acceptance of Minutes:* Rodger Pond moved to approve the March minutes. The motion was seconded by Alma Leonhardt. The vote was unanimous.
3. *Approval of Agenda:* Tom Hogan moved the approval of agenda with the addition of 5a. Ron Natali seconded the motion. The vote was unanimous.
4. Next Board Meeting: May 11, 2016 at 5:45 pm. The date was changed to accommodate governance training for the Board, and Todd will send a reminder email about the training to the Board.
5. Questions and Comments for Management and Board (3 minutes or less):
Citizen Joe Tennant asked how voting works on the Board. Todd explained that the number of Board members for each district city or county area is based on the number of CVTD service miles within that city or county area. Each member votes individually, and when in blocked groups, the vote for the block is based on the majority vote within the block.
 - A. Jason Watterson from Utah Local Government Trust came and presented Cache Valley Transit District with the 2015 Trust and Accountability Award and \$4800. It is the second time the District has received the award. He explained the history

of the award and the requirements to receive the award. Staff invited him to do unannounced inspections. Each time, staff have done an excellent job.

Board Business

6. Financial Audit report by Mike Kidman: The purpose of the audit is to render four reports/opinions. Mike Kidman summarized the audit process. A question was answered. After applying standard auditing tests and procedures to determine if there are errors in CVTD financial statements, Jones Simkins found that the financial statements were very accurate. No internal control or compliance issues were noted. By request, Mike explained the role and importance of the CVTD Audit committee.

- A. Consideration for adoption the 2015 Financial Audit: Ron Hornsby moved to accept the financial audit. Roger Pond seconded the motion. A question was answered. The vote was unanimous.

7. Service Committee report: Erik Ashcroft presented the First Quarter service report. Ridership went down, but missed and late trips decreased. A question was answered.

8. Consideration for adoption the District's Title VI program: Sue Sorenson presented the draft Title VI program for the FTA. Sue Sorenson moved to accept the draft. Sallie Petersen seconded the motion. Discussion ensued. The vote was unanimous.

9. Board Chair report: Holly reported on her trip with Todd to Washington D.C. to meet with elected officials. Senator Hatch's office invited CVTD input on the implementation of the FAST Act. Discussion ensued.

10. General Manager Report

- A. Todd reported on the status of working with Wellsville city council members and the mayor. A survey will be mailed to residents, as well as being accessible on the CVTD website. Those results will be given to the transit plan consultant.
 - B. The SRTP RFP has been on the street. Proposals should be returned within a week and a half, and will be evaluated by the committee.
 - C. CVTD has an annual Bus Roadeo competition among drivers. Roger Jones suggested that the winner, Jennie Hoyt, be invited to attend the next board meeting and discuss winning and her experience with driving.

11. Other Business:

Rodger Pond updated the Board that the internal audit committee recommends that no internal audit is paid for until a Board member raises a concern about a specific issue.

12. Adjourn:

Roger Jones adjourned the meeting.